もののののののののののののの

COVER SHEET FOR AMENDMENT OF POST-TRAVEL SUBMISSION

Date/Time Stamp

RECEIVED SECRETARY OF THE SENATE PUBLIC RECORDS

2020 FEB 18 PH 4: 17

Instructions: Use this form as a cover sheet for any paperwork you may need to submit to the Office of Public Records in order to make your Privately Sponsored Post-Travel Submission complete in accordance with Rule 35. Only complete this form if you need to submit an amendment to a post-travel filing you have already submitted.

SUBMIT DIRECTLY TO THE OFFICE OF PUBLIC RECORDS IN 232 HART BUILDING

lame of Traveler: Allison Hutchings	
mploying Office/Committee: Senator Ron Wyden	
ravel Expenses Paid by (List all sources): Global Women's Innovation Network (Glo	- 1 bal
ravel Date(s): Oct 2 - 3, 2019	
Description/Title of Attached Forms: Private Sponsor Travel Certification Form	_
· · · · · · · · · · · · · · · · · · ·	_
•	-
urpose of Amendment (describe the reason for amending original submission): The Private Spons	·/
Travel Certification form was still not the final version	_
	_
	_
02.18.20	_
(Date) (Signature of Traveler)	

PRIVATE SPONSOR TRAVEL CERTIFICATION FORM

This form must be completed by any private entity offering to provide travel or reimbursement for travel to Senate Members, officers, or employees (Senate Rule 35, clause 2). Each sponsor of a fact-finding trip must sign the completed form. The trip sponsor(s) must provide a copy of the completed form to each invited Senate traveler, who will then forward it to the Ethics Committee with any other required materials. The trip sponsor(s) should NOT submit the form directly to the Ethics Committee. Please consult the accompanying instructions for more detailed definitions and other key information.

The Senate Member, officer, or employee MUST also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

S	ponsor(s) of the trip (please list all sponsors):
0	lobal Women's Innovation Network (GlobalWIN)
Ď	escription of the trip: GlobalWIN will host an educational trip to Boston, MA on Oct. 2-3, 2019 for a con-
fe	erence on innovation.
D	ates of travel: Wednesday, October 2, 2019 - Thursday, October 3, 2019
P	ace of travel: Boston, Massachusetts
N	ame and title of Senate invitees: see attached.
I	certify that the trip fits one of the following categories:
2	(A) The sponsor(s) are not registered lobbyists or agents of a foreign principal and do not retain or employ registered lobbyists or agents of a foreign principal and no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee at any point throughout the trip. - OR -
	(B) The sponsor or sponsors are not registered lobbyists or agents of a foreign principal, but retain or employ one or more registered lobbyists or agents of a foreign principal and the trip meets the requirements of Senate Rule 35.2(a)(2)(A)(i) or (ii) (see question 9).
Σ	I certify that the trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.
ī.	– AND –
<u> </u>	I certify that the sponsor or sponsors will not accept funds or in-kind contributions earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.
I	certify that:
Σ	The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal except for de minimis lobbyist involvement. - AND -
Σ	The traveler will not be accompanied on the trip by a registered lobbyist or agent of a foreign principal except as provided for by Committee regulations relating to lobbyist accompaniment (see question 9).

·9.	USE ONLY IF YOU CHECKED QUESTION 6(B) I certify that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a foreign principal, one of the following scenarios applies:
	 (A) The trip is for attendance or participation in a one-day event (exclusive of travel time and one overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee on any segment of the trip. OR -
	 (B) The trip is for attendance or participation in a one-day event (exclusive of travel time and two overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee on any segment of the trip (see questions 6 and 10). − OR −
	(C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee at any point throughout the trip.
10.	USE ONLY IF YOU CHECKED QUESTION 9(B) If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:
	N/A
	•
	· · · · · · · · · · · · · · · · · · ·
11.	An itinerary for the trip is attached to this form. I certify that the attached itinerary is a detailed (hourby-hour), complete, and final itinerary for the trip.
12.	Briefly describe the role of each sponsor in organizing and conducting the trip:
	GlobalWIN is organizing and financially supporting all aspects of this trip, including all travel logistics,
	meetings, speakers, and panel discussions throughout the hours of official programming. GlobalWIN is
	the sole organizing and financial sponsor of this trip, and covers all costs incurred by our delegation.
13.	Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:
15.	
	this trip aligns with GlobalWIN's mission to provide a vital forum for female leaders to grow personally and
	professionally, while contributing to key policy debates. GlobalWIN is travelling to Boston to meet with
	female leaders in the public and private sector to discuss Issues related to innovation,
14.	Briefly describe each sponsor's prior history of sponsoring congressional trips:
	GlobalWIN has sponsored 10 congressional staffer strips since 2012, both domestic and international.

64,4
Çņ.
Phys
Ç,Þ
(1)
C)
c)
Ç)
C)
C)
C_{ij}
Ç)
$f_{i,j}^{\ast} \mathcal{D}$

Transportation Expenses 275.00 Roundtrip American Airlines 28219.00 \$124.25 None Actual Amounts State whether a) the trip involves an event that is arranged or organized without regard to congressional participation or b) the trip involves an event that is arranged or organized specifically with regard to congressional participation: GlobalWIN's 2019 Senate Staff Delegation Trip is planned specifically with regard to Congressional participation in the from of Senate Staff from Republican and Democratic offices. Reason for selecting the location of the event or trip As a hub for technology, trade, and commerce, Boston is a natural choice for a trip to discuss all this related to innovation. Through a diverse schedule of events, GlobalWIN will have a substantive trip. Name and location of hotel or other lodging facility: Hampton Inn & Suites by Hilton 811 Massachusetts Avenue, Boston MA 02118 Reason(s) for selecting hotel or other lodging facility:		pipartisan nonprofit org	anization. GlobalWIN	l hosts 2-4 free even	ts per month in
Transportation Lodging	focused on career dev	relopment, networking,	and relevant policy	discussions.	
Expenses	•		•		
Transportation Expenses Expens	Total European for Eas	oh Dartioinants			
Expenses	Total Expenses for Ear	ch Fathelpant.	•	.	
Good Faith estimate Actual Actual Amounts State whether a) the trip involves an event that is arranged or organized without regard to congressional participation: GlobalWIN's 2019 Senate Staff Delegation Trip is planned specifically with regard to Congressional participation in the from of Senate Staff from Republican and Democratic offices. Reason for selecting the location of the event or trip As a hub for technology, trade, and commerce, Boston is a natural choice for a trip to discuss all this related to innovation. Through a diverse schedule of events, GlobalWIN will have a substantive trip. Name and location of hotel or other lodging facility: Hampton Inn & Sultes by Hilton Reason(s) for selecting hotel or other lodging facility:		Transportation	Lodging		17 .
American Airlines Cood Faith estimate		Expenses	Expenses	Expenses	Expense
estimate + 206.00 Ground transportation-charter bus for two days State whether a) the trip involves an event that is arranged or organized without regard to congressional participation or b) the trip involves an event that is arranged or organized specifically with regard to congressional participation: GlobalWIN's 2019 Senate Staff Delegation Trip is planned specifically with regard to Congressional participation in the from of Senate Staff from Republican and Democratic offices. Reason for selecting the location of the event or trip As a hub for technology, trade, and commerce, Boston is a natural choice for a trip to discuss all this related to innovation. Through a diverse schedule of events, GlobalWIN will have a substantive trip. Name and location of hotel or other lodging facility: Hampton Inn & Suites by Hilton 811 Massachusetts Avenue, Boston MA 02118 Reason(s) for selecting hotel or other lodging facility:		· i	\$219.00	\$124.25	None
Actual Amounts 206.00 Ground transportation-charter bus for two days State whether a) the trip involves an event that is arranged or organized without regard to congressional participation or b) the trip involves an event that is arranged or organized specifically with regard to congressional participation: GlobalWIN's 2019 Senate Staff Delegation Trip is planned specifically with regard to Congressional participation in the from of Senate Staff from Republican and Democratic offices. Reason for selecting the location of the event or trip As a hub for technology, trade, and commerce, Boston is a natural choice for a trip to discuss all this related to innovation. Through a diverse schedule of events, GlobalWIN will have a substantive trip. Name and location of hotel or other lodging facility: Hampton Inn & Suites by Hilton 811 Massachusetts Avenue, Boston MA 02118 Reason(s) for selecting hotel or other lodging facility:	— Good Fatti	·			
State whether a) the trip involves an event that is arranged or organized without regard to congressing participation or b) the trip involves an event that is arranged or organized specifically with regard to congressional participation: GlobalWIN's 2019 Senate Staff Delegation Trip is planned specifically with regard to Congressional participation in the from of Senate Staff from Republican and Democratic offices. Reason for selecting the location of the event or trip As a hub for technology, trade, and commerce, Boston is a natural choice for a trip to discuss all this related to innovation. Through a diverse schedule of events, GlobalWIN will have a substantive trip. Name and location of hotel or other lodging facility: Hampton Inn & Suites by Hilton 811 Massachusetts Avenue, Boston MA 02118 Reason(s) for selecting hotel or other lodging facility:					
State whether a) the trip involves an event that is arranged or organized without regard to congressional participation or b) the trip involves an event that is arranged or organized specifically with regard to congressional participation: GlobalWIN's 2019 Senate Staff Delegation Trip is planned specifically with regard to Congressional participation in the from of Senate Staff from Republican and Democratic offices. Reason for selecting the location of the event or trip As a hub for technology, trade, and commerce, Boston is a natural choice for a trip to discuss all this related to innovation. Through a diverse schedule of events, GlobalWIN will have a substantive trip. Name and location of hotel or other lodging facility: Hampton Inn & Suites by Hilton 811 Massachusetts Avenue, Boston MA 02118 Reason(s) for selecting hotel or other lodging facility:		charter bus for two			-
participation or b) the trip involves an event that is arranged or organized specifically with regard to congressional participation: GlobalWIN's 2019 Senate Staff Delegation Trip is planned specifically with regard to Congressional participation in the from of Senate Staff from Republican and Democratic offices. Reason for selecting the location of the event or trip As a hub for technology, trade, and commerce, Boston is a natural choice for a trip to discuss all this related to innovation. Through a diverse schedule of events, GlobalWIN will have a substantive trip. Name and location of hotel or other lodging facility: Hampton Inn & Suites by Hilton 811 Massachusetts Avenue, Boston MA 02118 Reason(s) for selecting hotel or other lodging facility:	Amounts	days			
As a hub for technology, trade, and commerce, Boston is a natural choice for a trip to discuss all this related to innovation. Through a diverse schedule of events, GlobalWIN will have a substantive trip. Name and location of hotel or other lodging facility: Hampton Inn & Suites by Hilton B11 Massachusetts Avenue, Boston MA 02118 Reason(s) for selecting hotel or other lodging facility:	participation or b) the congressional participa	trip involves an event tation:	that is arranged or or	ganized <i>specifically</i> 1	with regard to
related to innovation. Through a diverse schedule of events, GlobalWIN will have a substantive trip. Name and location of hotel or other lodging facility: Hampton Inn & Suites by Hilton 811 Massachusetts Avenue, Boston MA 02118 Reason(s) for selecting hotel or other lodging facility:	participation or b) the congressional participa GlobalWIN's 2019 Ser	trip involves an event ation: nate Staff Delegation T	that is arranged or or	ganized specifically is	with regard to
Name and location of hotel or other lodging facility: Hampton Inn & Suites by Hilton 811 Massachusetts Avenue, Boston MA 02118 Reason(s) for selecting hotel or other lodging facility:	participation or b) the congressional participation of both the GlobalWIN's 2019 Ser participation in the from	trip involves an event ation: nate Staff Delegation Tom of Senate Staff from	rip is planned specifications.	ganized specifically is	with regard to
Hampton Inn & Suites by Hilton 811 Massachusetts Avenue, Boston MA 02118 Reason(s) for selecting hotel or other lodging facility:	participation or b) the congressional participation GlobalWIN's 2019 Ser participation in the from Reason for selecting the	trip involves an event ation: nate Staff Delegation Tomore Senate Staff from the location of the event	that is arranged or or rip is planned specific Republican and Den	ganized specifically a	ongressional
Hampton Inn & Suites by Hilton 811 Massachusetts Avenue, Boston MA 02118 Reason(s) for selecting hotel or other lodging facility:	participation or b) the congressional participation GlobalWIN's 2019 Ser participation in the from Reason for selecting the As a hub for technologous control of the contro	trip involves an event ation: nate Staff Delegation Tom of Senate Staff from the location of the event ty, trade, and commerce	rip is planned specific Republican and Den or trip e, Boston is a natura	ganized specifically a cally with regard to Conocratic offices.	ongressional discuss all thing
Reason(s) for selecting hotel or other lodging facility:	participation or b) the congressional participation GlobalWIN's 2019 Ser participation in the from Reason for selecting the As a hub for technological related to innovation.	trip involves an event ation: nate Staff Delegation Tom of Senate Staff from the location of the event ty, trade, and commerce Through a diverse sche	rip is planned specifical Republican and Denoted or trip se, Boston is a natural dule of events, Glob	ganized specifically a cally with regard to Conocratic offices.	ongressional discuss all thing
	participation or b) the congressional participation GlobalWIN's 2019 Ser participation in the from Reason for selecting the As a hub for technological related to innovation. The Name and location of the congression of the	trip involves an event ation: nate Staff Delegation Tomore Senate Staff from ne location of the event ny, trade, and commerce Through a diverse scheme	rip is planned specifical Republican and Denoted or trip se, Boston is a natural dule of events, Glob	ganized specifically a cally with regard to Conocratic offices.	ongressional discuss all thing
	participation or b) the congressional participation GlobalWIN's 2019 Ser participation in the from Reason for selecting the As a hub for technological related to innovation. The Name and location of Hampton Inn & Suites	trip involves an event ation: nate Staff Delegation Tom of Senate Staff from the location of the event ty, trade, and commerce Through a diverse scheme	that is arranged or or rip is planned specifical Republican and Denoted or trip e, Boston is a natural dule of events, Glob facility:	ganized specifically a cally with regard to Conocratic offices.	ongressional discuss all thing
The Hampton Inn was selected due to availability and reasonable group rate for one night stay in Bo	participation or b) the congressional participation of the GlobalWIN's 2019 Ser participation in the from Reason for selecting the As a hub for technological related to innovation. The Hampton Inn & Suites 811 Massachusetts Avantage in the Suites and Massachusetts Avantage in the Su	trip involves an event ation: nate Staff Delegation Tomore Senate Staff from the location of the event gy, trade, and commerce Through a diverse schemeter of the scheme scheme senate scheme scheme senate scheme senate scheme senate scheme senate scheme scheme senate scheme senate scheme scheme senate scheme s	that is arranged or or rip is planned specifican and Den or trip e, Boston is a natural dule of events, Glob acility:	ganized specifically a cally with regard to Conocratic offices.	ongressional

21.	Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:					
	Both meals and lodging are below the federal government per diem rate.					
	· · · · · · · · · · · · · · · · · · ·					
22.	Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:					
	GlobalWIN will provide round trip coach class airfare from Washington to Boston. On the ground in Boston					
	GlobalWIN will employ Avalon Transportation and rent a sprinter van and driver for two full days.					
23.	I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).					
24.	List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:					
	None.					
25.	I hereby certify that the information contained herein is true, complete and correct. (For trips involving more than one sponsor, you must include a completed signature page for each additional sponsor): Signature of Travel Sponsor:					
	Name and Title: Helen Milby, Co-Founder & Executive Director					
	Name of Organization: Global Women's Innovation Network					
	Address: 233 Pennsylvania Avenue, SE, 2nd Floor, Washington, DC 20003					
	Telephone Number: 202-548-0021					
	Fax Number:					
	E-mail Address: helen@helenmilby.com					